



240 Continental Drive, Suite 200  
Newark, DE 19713  
Tel: 302-738-7551  
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## Addendum No. 1

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Delaware Health & Social Services  
Delaware Hospital for the Chronically Ill  
Domestic Hot Water Generation and Storage System Replacement  
Serving the Central Laundry  
OMB/DFM/DHSS Contract No: MC3514000023

Tt Project No. 200-26912-15011

Addendum No. 1  
to  
Drawings and Project Manual

September 9, 2016

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To: ALL BIDDERS

This ADDENDUM forms a part of the BIDDING AND CONTRACT DOCUMENTS and modifies the following documents:

Original DRAWINGS dated September 7, 2016,  
PROJECT MANUAL dated September 7, 2016 and

Acknowledge receipt of the ADDENDUM in the space provided on the FORM OF PROPOSAL

This ADDENDUM consists of two (2) pages and the following:

### CHANGES TO PROJECT MANUAL

1.1 Spec Section 00 11 13; Advertisement for Bid:

A. 2<sup>nd</sup> Paragraph, 1<sup>st</sup> Sentence, **DELETE** the words "Gas Fired" and **REPLACE** with "Steam Driven".

1.2 Spec Section 00 22 13; Additional Instructions to Bidders:

A. Article 1.02; Definitions, Paragraph A **CHANGE** "Mr. John Dunham" to "Mr. Patrick McKenna".

1.3 Spec Section 01 33 00; Submittal Process:

A. Article 2.2; Electronic Submittal Procedure, Paragraph A; Subparagraph 1; **ADD** the following:

"b. Contractor must have a color copier and/or printer in order to use the Electronic Submittal process."

### NEW DRAWINGS

None

**END OF ADDENDUM 01**

**Attachments:**

Pre-bid Meeting Report

Pre-bid sign in sheet

Bid register

## Pre-Bid Meeting Record

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**Meeting Date:** Wednesday, September 7, 2016 @ 10:00 a.m.

**Publication Date:** September 9, 2016

**Prepared By:** Scott D. Parlow, P.E.

**Tt Project No.:** 200-26912-15011

**Regarding:** Domestic Hot Water Generation and Storage System Replacement  
 At the Central Laundry  
 Delaware Hospital for the Chronically Ill  
 Delaware Health & Social Services  
 Smyrna, DE.  
 OMB/DFM/DHSS Contract No: MC3514000023

### Attendees

Patrick McKenna	OMB/DFM/DHSS Project Manager	302-739-5644	<a href="mailto:patrick.mckenna@state.de.us">patrick.mckenna@state.de.us</a>
Rodney R. Holderbaum	Physical Plan Maintenance Supervisor II	302-223-1582	<a href="mailto:rodney.Holderbaum@state.de.us">rodney.Holderbaum@state.de.us</a>
Ike Henry	DHCI Maintenance Forman		<a href="mailto:isaac.henry@state.de.us">isaac.henry@state.de.us</a>
Ken Vandegrift	C + D Contractors, Inc.	302-764-8013	<a href="mailto:kvandegrift.cd@verizon.net">kvandegrift.cd@verizon.net</a>
Andy Baker	Schlosser & Associates, Inc.	302-738-7333	<a href="mailto:abakersa@hotmail.com">abakersa@hotmail.com</a>
Lee Turner	Modern Controls, Inc.	302-299-6740	<a href="mailto:lturner@moderncontrols.com">lturner@moderncontrols.com</a>
Dave Ragolia	Cherokee Nation, Inc.	302-883-3104	<a href="mailto:david.ragolia@cherokee-cnccs.com">david.ragolia@cherokee-cnccs.com</a>
Jose Waubright	East Coast Plumbing & Heating, Inc.	302-266-0531	<a href="mailto:jose@ecph.net">jose@ecph.net</a>
Scott D. Parlow PE	Tetra Tech, Inc.	302-738-7551	<a href="mailto:scott.parlow@tetratedch.com">scott.parlow@tetratedch.com</a>

### Additional Distribution

John S. Bell	DHCI Maintenance Supervisor	<a href="mailto:john.s.bell@state.de.us">john.s.bell@state.de.us</a>
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### Item Number

### Item

1. A Mandatory Pre-Bid Meeting for the above referenced project was held in the GP-1 Building Recreation Room at the Delaware Hospital for the Chronically Ill in Smyrna, Delaware on Wednesday, September 7, 2016 at 10:00 am. Those in attendance are noted above.
2. Sealed bids for this project will be received by the State of Delaware, Office of Management & Budget, Division of Facilities Management, in the reception area of DFM at the Thomas Collins Building, 540 South DuPont Highway, Dover, Delaware, until 1:00 p.m. local time on Thursday, September 22, 2016, at which time they will be publically opened, read aloud, and recorded. Bidders bear the risk of late delivery. Any bids received after the stated time will be returned unopened.
3. This is a mandatory Pre-Bid Meeting and Prime Bidders are limited to those in attendance.

4. An Additional Site Walk Through has been scheduled for Thursday, September 15, 2016 at 9:00 am at the Maintenance Building.
5. For further bidding information relating to the bid and signature forms, the Contractors are directed to contact Patrick McKenna, OMB/DFM/DHSS Project Manager at [patrick.mckenna@state.de.us](mailto:patrick.mckenna@state.de.us).
6. The Wage Rates for this project shall be as determined by the Delaware Department of Labor and Division of Industrial Affairs for Kent County. A certified copy has been included in the Project Manual. However, Contractors are responsible to contact the Delaware Department of Labor to receive verification of the most current Wage Rate Scale.
7. A general review of the Project Manual was performed. The following specification sections were reviewed.

<u>Section</u>	<u>Article</u>	<u>Title</u>
00 11 13	--	Advertisement for Bids
00 21 13	1.1	Definitions
	1.10	Addenda
	2.0	Bidder's Representation
	2.1	Pre-Bid Meeting
	3.0	Bidding Documents
	3.1	Copies of Bid Documents
	3.2	Interpretation or Correction of Bidding Documents
	3.3	Substitutions
	3.4	Addenda
	4.0	Bidding Procedures
	4.1	Preparation of Bids
	4.2	Bid Security
	4.3	Subcontractor List
	4.5	Prevailing Wage Requirements
	4.6	Submission of Bids
	7.0	Performance Bond & Payment Bond
	7.1	Bond Requirements
00 22 13a	1.2	Qualification of Bidders
	1.4	Bid Form
	1.5	Contract Time
	1.6	Representation of Bidders
	1.7	Interpretations
	1.8	Substitutions
	1.9	Wage Rates
	1.10	Start of Work
00 30 00	--	Bid Form
00 41 13	--	Bid Bond Form
00 52 13	AIA 101-2007	Standard Form of Agreement Between Owner & Contractor
00 61 13.13	--	Performance Bond Form
00 61 13.16	--	Payment Bond Form
00 62 76	AIA G-702	Application & Certification for Payment
	AIA G-703	Continuation Sheet
	AIA G-701	Change Order Form

	AIA G-704	Certificate of Substantial Completion
	AIA G-706	Contractor's Affidavit of Payment of Debt and Claims
	AIA G-706A	Contractor's Affidavit of Release of Liens
	AIA G-707	Consent of Surety to Final Payment
00 72 13	AIA 201-2007	General Conditions for the Contract for Construction
00 73 13	1.0	Supplementary General Conditions A201-2007- General Provisions
	1.1	Basic Definitions
	1.2	Correlation and Intent of the Contract Documents
	3.5	Warranty
	3.11	Documents and Samples at the Site
	9.2	Schedule of Values
	9.3	Applications for Payment
00 73 14	1.0	Additional Supplementary General Conditions – General
	1.7	Time
00 73 46	--	State of Delaware Wage Rate Schedule
00 81 13	1.0	General Requirements – General
	3.0	Contractor
	5.1	Subcontracting Requirements
	7.0	Changes in the Work
	8.0	Employee Drug Testing Report Form
00 82 13	1.1	Additional General Contracting Requirements-General
	1.3	Work Included
	1.4	Work Not Included
	1.7	Drawings and Specification
	1.8	Continuity of Services
	1.10	Responsibility of Damage and Care of State Property
	1.16	Guarantee
	1.17	As-Built Drawings
01 31 20	1.0	Payroll Reports-General
	1.4	Payroll Reports
01 33 00	1.1	Submittal Procedures – General
	1.4	Submittal Schedule
	2.2	Electronic Submittal Procedures
	2.3	Non-Electronic Submittal Procedures
01 74 19	1.0	Construction Waste Management - General
	1.3	Submittals
	1.6	Waste Management Plan
01 77 00	1.0	Closeout Procedures-General
	1.3	Substantial Completion
	1.4	Final Completion
	1.6	Project Record Drawings
	3.3	Summary of Closeout Documents
22 35 00	1.0	Domestic Water Heater Exchangers – General
	21	Circulating, Instantaneous Domestic Water Heat Exchanger
23 09 50	1.0	Building Automation System (BAS) – General
	1.3	Description of Work
	2.1	Manufacturer's (Pre-Approved by the State)

8. Only plan holders who purchased bid document sets from Tetra Tech will receive ADDENDA.

9. The following items were discussed in greater detail.
  - A. Contractors may copy the Bid Form; submit in triplicate (three (3) copies).
  - B. Only one (1) copy of the Drug Testing Affidavit from each Contractor or Subcontractor is required.
  - C. Contractors shall identify the time of construction in their Bid Form. It is the intent of the project to be completed within six (6) months.
  - D. All discrepancies, questions or requests for clarifications or interpretations must be submitted to the Engineers office at least seven (7) days prior to bid due date (Thursday, September 15, 2016 by COB).
  - E. Requests for Substitutions must be submitted to the Engineer's Office at least ten (10) days prior to the bid due date (Monday, September 12, 2016 COB)
  - F. Contractor must list themselves as the Subcontractor for all work which they propose to accomplish.
  - G. It was noted that for this Public Works Contracts, the Prime Contractor must perform at least 10% of the total bid price with their own forces, exclusive of administrative costs, purchasing of equipment, overhead or profit.
  - H. A Bid Security, in the amount of ten percent (10%) of the total amount of the Base Bid plus all additive alternates is required. As of now, there are no Alternates.
  - I. Temporary Domestic Hot Water Equipment is required on this project. Contractor shall provide temporary Domestic Hot Water Generator and Boilers. Unit to be located outside of the building as discussed.
  - J. Facility restrooms are available.
  - K. Normal working hours are between 7:00 a.m. to 3:00 p.m., Monday thru Friday. Additional hours must be arranged in advance.
  - L. Gang boxes will be allowed to be stored in designated areas at the job site.
  - M. Proper construction clothing is required. Short pants, open-toed shoes, and/or bare chests are not permitted.
  - N. No dumping will be allowed on the project site. Trash, debris and waste must be removed from the compound daily and from the site as required or directed. Dumpster location to be coordinated at the Pre-Construction Meeting. The Owner has a re-cycling program. The Storage Tank shall be deposited on Campus by the Contractor as directed by the Owner.
  - O. The successful Contractor must submit certified weekly payroll receipts directly to the Delaware Department of Labor as required.
  - P. The State of Delaware Front End Specifications requires a two (2) year Warranty and Guarantee Period after acceptance by the Owner.
  - Q. Under the State of Delaware Front End Specifications, the Performance and Labor & Material Payment Bonds shall be maintained in full force (warranty bond) for a period of two (2) years after the date of the Certificate for Final Payment.
  - R. Contractors are responsible for all permits.
10. The Project Manual was reviewed in further detail. The following items were discussed:
  - A. No Addenda will be issued later than four (4) days prior to the date for receipt of Bids except an Addendum withdrawing the request for Bids or one which extends the time or changes the location for the opening of bids.
  - B. Each Bidder shall ascertain prior to submitting their Bid that they have received all Addenda issued,

and shall acknowledge their receipt in the Bid in the appropriate space.

- C. The Schedule of Values shall include a line item for the submission of the Project Closeout Documents. The value of this item shall be no less than 1% of the initial contract amount.
  - D. All utility shutdowns must be coordinated with DHSS/DHCI Maintenance.
  - E. Contract time was discussed. Project must be completed within six (6) months.
11. The drawings were generally reviewed to present the intent of the Contract Documents. The following items were discussed in greater detail:
- A. All sheets were reviewed and briefly discussed.
12. A Site Review of the work area was not performed.
- A. An additional site visit has been scheduled for Thursday, September 15, 2016 at 9:00 am.
13. Job Site Requirements
- A. All sheets were reviewed and briefly discussed.
  - B. A temporary Domestic Hot Water Generation System is required.

End of Pre-Bid Meeting Report

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TETRA TECH

240 Continental Drive, Suite 200, Newark, Delaware 19713

PRE-BID MEETING SIGN-IN SHEET

DELAWARE HEALTH & SOCIAL SERVICES  
DHCI - CENTRAL LAUNDRY - DOMESTIC HOT WATER

PROJECT NO.: 26912-15011  
DATE: September 7, 2016

	Name	Company	Physical Address	Telephone	Fax	e-mail
1	John Durbatz	TERRIT Resources	105 CENTER ST WILM DE 19802	302-358-8101	298-9504	JDURB@TERRIT.COM
2	Ken Knebelgfft	C+D	14 E 40th ST WILM DE 19802	302-764-8013	764-7585	KNK@C+D.COM
3	Lee Turner	MCI	7 Bellecor Drive	360-299-6444	N/A	LTURNER@MODERN.COM
4	DAVE RASOUIA	CNN	509 HATTINGS DR NEWARK, DE 19702	302-833-3104	302-833-9194	DAVID.RASOUIA@CNN.COM
5	ANOR BAKER	SCHLOSSER	2401 SWINSTON AVE NEWARK, DE 19702	302-738-7333	302-738-5692	ANOR@SCHLOSSER.COM
6	JOSE LAMUNBERT	ECPH	26 Brookhill Drive Newark, DE 19702	302-266-0531	302-266-0532	JL@ECPH.NET
7	Ike					
8	Rodney Holdenbaum					
9						
10						
11						
12						
13						
14						

Bids Due: **10:00 a.m., September 7, 2016 at**  
**Division of Facilities Management**  
**540 S. Dupont Highway, Ste 1 (3rd Floor)**  
**Dover, DE 19901**

**REGISTER OF BID DOCUMENTS**  
**PLEASE PRINT CLEARLY**

**\$ 75.00 per set**

<p>#01</p>	<p>Name of Company: <u>Tetra Tech</u></p> <p>Physical Address: _____  City, State: _____</p> <p>Contact: _____ GC: YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: _____</p> <p>Fax: _____ Date: _____</p> <p>E-Mail: _____</p>
<p>#02</p>	<p>Name of Company: <u>C &amp; D Contractor's</u></p> <p>Physical Address: <u>14 E 40th Street</u>  City, State: <u>Wilmington, DE 19802</u></p> <p>Contact: <u>Ken Vandegrift</u> GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>302-764-8013</u></p> <p>Fax: <u>302-764-7585</u> Date: <u>8/7/2016</u></p> <p>E-Mail: <u><a href="mailto:Kvandegrift.cd.@verizon.net">Kvandegrift.cd.@verizon.net</a></u></p>
<p>#03</p>	<p>Name of Company: <u>Joseph T. Richardson, Inc.</u></p> <p>Physical Address: <u>105 Center Street</u>  City, State: <u>Harrington, DE</u></p> <p>Contact: <u>John Dunbar</u> GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>302-398-8101</u></p> <p>Fax: <u>302-398-9504</u> Date: <u>8/7/2016</u></p> <p>E-Mail: <u><a href="mailto:john@jtrmech.net">john@jtrmech.net</a></u> <b>CASH</b></p>

Bids Due: **10:00 a.m., September 7, 2016 at**  
**Division of Facilities Management**  
**540 S. Dupont Highway, Ste 1 (3rd Floor)**  
**Dover, DE 19901**

**REGISTER OF BID DOCUMENTS**  
**PLEASE PRINT CLEARLY**

**\$ 75.00 per set**

<p>#04</p>	<p>Name of Company: <u>Schlosser &amp; Associates, Inc.</u></p> <p>Physical Address: <u>2047 Sunset Lake Rd</u>  City, State: <u>Newark, DE 19702</u></p> <p>Contact: <u>Andy Baker</u> GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>302-738-7333</u></p> <p>Fax: <u>302-266-0532</u> Date: <u>8/7/2016</u></p> <p>E-Mail: <u><a href="mailto:ABakerA@hotmail.com">ABakerA@hotmail.com</a></u></p>
<p>#05</p>	<p>Name of Company: <u>Cherokee Nation Mechanical</u></p> <p>Physical Address: <u>509 Hatchery Road</u>  City, State: <u>Dover, DE 19901</u></p> <p>Contact: <u>David Ragolia</u> GC: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: <u>302-883-3104</u></p> <p>Fax: <u>302-883-3194</u> Date: <u>8/7/2016</u></p> <p>E-Mail: _____</p>
<p>#06</p>	<p>Name of Company: _____</p> <p>Physical Address: _____  City, State: _____</p> <p>Contact: _____ GC: YES <input type="checkbox"/> NO <input type="checkbox"/></p> <p>Phone: _____</p> <p>Fax: _____ Date: _____</p> <p>E-Mail: _____</p>